

ADDISON TOWNSHIP PUBLIC LIBRARY
New Building Committee– Meeting Minutes
MONDAY, September 9th, 2019

CALL TO ORDER:5:04pm

MEMBERS PRESENT: James Elsarelli, Jaema Berman, Bruce Kubacki

PUBLIC PRESENT: Marry Frost, James Baldiga (library board president), James Ratliff (PM, The Alan Group)

APPROVAL OF THE AGENDA:Approved as written

BUSINESS:

- Architectural services update
 - Results from meetings with staff on interior layout
James Elsarelli presented the results from the third meeting (final meeting) with the staff. All the staff members were able to attend and agree on a layout. The layout created from the meeting was presented. Ron Rader from TDG architects was also able to attend the meeting.
 - Meetings to be setup
James Elsarelli stated that a meeting with the Friends of the Library might be set up to show the layout developed by the staff and see if there are any additional suggestions or comments. It was decided that an e-mail to the friends will be suffice.
 - Brick, Block and Tile incorporation
The idea of incorporating bricks with text etched into the front face was further discussed. The location was discussed and the front columns that will support the entrance overhang was agreed to be the best location. The architect will be sent this decided information. Pavers for walkways and patio was also discussed for additional areas to include etched donation blocks in the exterior.
 - Exterior finishes and fenestration
The architect requested feedback on what the exterior scheme should be favored (per meeting request). The decision was to suggest to the architect to provided three different options. One option to follow a similar scheme to the current township hall and two others that TDG Architects suggest.

- Construction management updates
 - Update on signed contract

Agreement with construction attorney will be signed and the contract for the construction management service will be reviewed and signed.

- Site clearing
Clearing of a staging area was discussed. It was decided to proceed with the previous suggested area to clear (was provided to TAG). Quotes will be requested by local tree service companies. Action will be taken to clear areas if quotes are reasonable.
- Contractor portfolio
 - Updates
No new contractors have been added. The contractor list will be provided, by e-mail, so all have access to the current list.
- Continuing progress
 - Construction attorney
Attorney service agreement needs to be revised to include James Baldiga (library board president) and James Elsarelli (board trustee). Then agreement can be signed.
 - Rezoning and site plan approval process
Mary Frost will obtain documents from the Township Hall to provide to James Elsarelli so site plan approval and other related items can be started. The plan is to have any rezoning or special approval done concurrently with the site plan approval.

PUBLIC FORUM: None

ADJOURNMENT:6:10pm

NEXT MEETING:October 7th, 2019 (5pm)

Prepared by: J. Elsarelli